

GODDARD SPACE FLIGHT CENTER

REQUEST FOR RADIATION SAFETY COMMITTEE ACTION

IONIZING RADIATION SOURCE USE APPROVAL

1. Originator's Name: Last, First, MI	Org.	Code	Phone	Date	Docket #
Organization Name and Mailing Address			Contractor Abbreviation		
2. Request for approval of: (Check all appropriate items) <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 45%;"> <input type="checkbox"/> On Center transfer <input type="checkbox"/> Use on _____ Program <input type="checkbox"/> Change of Custodian From _____ To _____ </div> <div style="width: 45%;"> <input type="checkbox"/> Offsite Shipment <input type="checkbox"/> Change in use or Modification of Source <input type="checkbox"/> Other (i.e. Loan) </div> </div>					
3. GSFC Identification Number(s) (if not applicable list nuclides)			4. Activity (in millicuries) and Date of Activity		
5. Contract under which work will take place: (if applicable)			6. Has a GSFC 23-28I (Radiation Source Questionnaire) for each source been submitted to the Radiation Safety Committee? <input type="checkbox"/> Yes <input type="checkbox"/> No (GSFC 23-28I attached)		
			Docket #(s) _____		
7. Program description or justification of change: (make reference below to appropriate attached pages)					
a. Program Outline: <i>(See Attached)</i>					
b. Procedures and methods of control: <i>(See Attached)</i>					
c. Location of use and storage; List of Users: <i>(See Attached)</i>					
d. Final disposition of source(s): <i>(See Attached)</i>					
8. Individual responsible for control and accountability:					
Custodian: _____					
Print Name		Signature	Code	Date	Phone
9. I have reviewed the above and recommend approval:					
Signature of Section Head or Higher		Title	Code	Date	Phone
<u>Committee Use Only</u>					
Approved/Disapproved			Approved/Disapproved		
Originator's Code Committee Member		Date	GSFC Radiation Protection Officer		Date
Approved/Disapproved			Approved/Disapproved		
Radiation Protection Program Manager		Date	Radiation Safety Committee Chairman		Date
Remarks:			THIS APPROVAL EXPIRES ON: _____ <div style="text-align: right;">Date</div>		

Instructions for filling out GSFC Form 23-6I, Request for Radiation Safety Committee Action – Ionizing Radiation Source Use Approval. For additional guidance, refer to [GPR 1860.1](#), Ionizing Radiation Protection, particularly section 2.1.4.

ALL ITEMS MUST BE LEGIBLE

1. If you do not have a GSFC code designation, you must include a valid mailing address and a GSFC Contractor organizational acronym (Org), if applicable, in the space provided.
2. Be sure to check all applicable items.
3. Fill in the GSFC Radioactive source ID number (i.e., Am-241-200, Be-010-001)
4. List the activity of each source and the date of activity.
5. If the work is to be performed under a contractor, indicate the contract, otherwise N/A.
6. If the source does not have a GSFC ID number, the RSC does not have a GSFC Form 23-28I on file. One must be filled out. If you do not have a copy of the GSFC 23-28I or your copy does not have a docket number, please contact the Safety and Environmental Division, Health Physics Department.
7. NOTE: If programs and procedures are the same as a previous GSFC Form 23-6I application, you may refer to the application by the Docket # and explain any differences in detail.
 - a. Attach a description of the program and duration of ionizing radiation use. All adverse conditions that the source will be subjected to must be included (i.e., pressure variations, temperature variations, vibration, etc.)
 - b. Procedural requirements are explained in GPR 1860.1, Section 2.3.5.
 - c. Exact locations of use and storage must be listed. Please specify physical security controls and list all proposed users. Users must have a current GSFC Form 23-35IP on file with the Safety and Environmental Division and be approved for the Type source to be used. (You may submit a GSFC 23-35IP with this request.)
 - d. Describe what the final disposition of the source will be at the end of the program duration.
8. Custodian responsibilities are explained in GPR 1860.1.
9. Approval must be from manager/supervisor other than the custodian of the source(s). Management responsibilities are explained in GPR 1860.1.

RETURN THE COMPLETED FORM TO CODE 250.9

If you have any questions concerning this form, please contact
the Safety and Environmental Division, Radiation Safety Office at 301-286-8482.